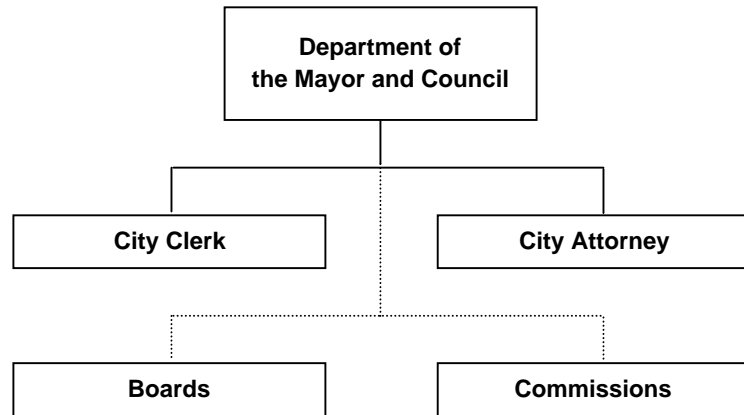
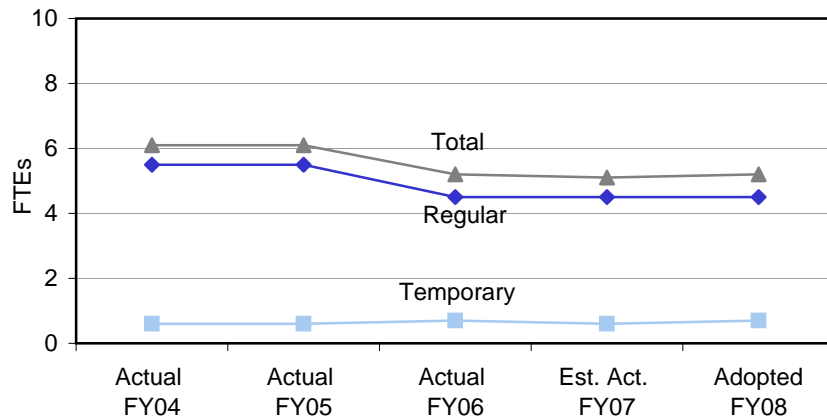


# Department of the Mayor and Council



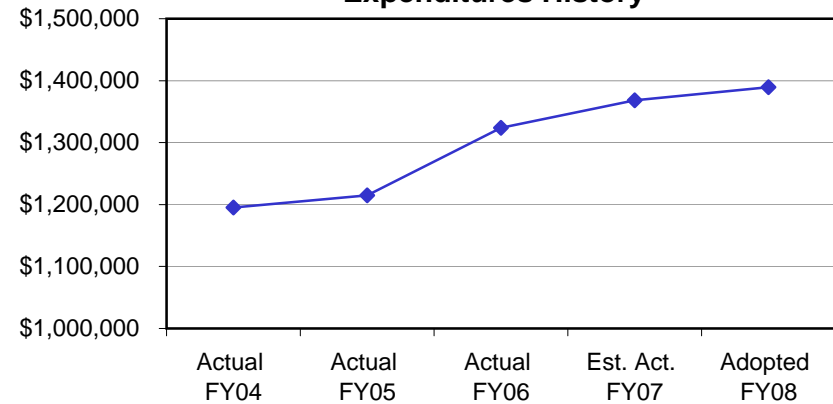
**Staffing Trend**



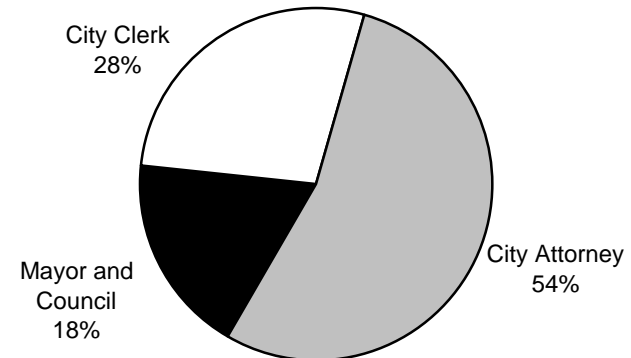
## Department Mission Statement

The Department of the Mayor and Council preserves and enhances the City's identity and quality of life for those who live and work in Rockville by providing strategic and policy direction for City services, facilities, and initiatives.

**Expenditures History**



**Use of Funds**



# Department of the Mayor and Council

## Department Summary

	Actual FY06	Adopted FY07	Est. Act. FY07	Adopted FY08
<b>Dept. Expenditures by Division</b>				
Office of Mayor and Council	229,242	245,878	245,878	255,847
Office of the City Clerk	328,395	316,554	316,554	385,205
Office of the City Attorney	766,107	745,936	805,936	748,491
<b>Department Total</b>	<b>\$1,323,744</b>	<b>\$1,308,368</b>	<b>\$1,368,368</b>	<b>\$1,389,543</b>

	Actual FY06	Adopted FY07	Est. Act. FY07	Adopted FY08
<b>Dept. Expenditures by Type</b>				
Salary and Wages	483,025	512,456	572,456	531,100
Benefits	91,005	98,269	98,269	104,000
Overtime	0	0	0	0
<b>Personnel Subtotal</b>	<b>\$574,030</b>	<b>\$610,725</b>	<b>\$670,725</b>	<b>\$635,100</b>
Contractual Services	705,857	667,595	667,595	685,113
Commodities	43,857	30,048	30,048	69,330
Capital Outlays	0	0	0	0
Other	0	0	0	0
<b>Operating Subtotal</b>	<b>\$749,714</b>	<b>\$697,643</b>	<b>\$697,643</b>	<b>\$754,443</b>
<b>Department Total</b>	<b>\$1,323,744</b>	<b>\$1,308,368</b>	<b>\$1,368,368</b>	<b>\$1,389,543</b>

	Actual FY06	Adopted FY07	Est. Act. FY07	Adopted FY08
<b>Source of Dept. Funds</b>				
<i>Departmental Revenue</i>	0	0	0	0
<b>Subtotal</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<i>Fund Contribution</i>				
General Fund (110)	1,320,366	1,278,368	1,338,368	1,359,543
Sewer Fund (220)	0	5,000	5,000	5,000
Refuse Fund (230)	0	10,000	10,000	10,000
Stormwater Fund (330)	3,378	15,000	15,000	15,000
<b>Subtotal</b>	<b>\$1,323,744</b>	<b>\$1,308,368</b>	<b>\$1,368,368</b>	<b>\$1,389,543</b>
<b>Department Total</b>	<b>\$1,323,744</b>	<b>\$1,308,368</b>	<b>\$1,368,368</b>	<b>\$1,389,543</b>

	Actual FY06	Adopted FY07	Est. Act. FY07	Adopted FY08
<b>Staffing Summary by Division (FTEs)</b>				
<i>Regular</i>				
City Clerk	3.0	3.0	3.0	3.0
City Attorney	1.5	1.5	1.5	1.5
<b>Regular Subtotal</b>	<b>4.5</b>	<b>4.5</b>	<b>4.5</b>	<b>4.5</b>
<i>Temporary</i>				
City Clerk	0.2	0.1	0.1	0.2
City Attorney	0.5	0.5	0.5	0.5
<b>Temporary Subtotal</b>	<b>0.7</b>	<b>0.6</b>	<b>0.6</b>	<b>0.7</b>
<b>Department Total</b>	<b>5.2</b>	<b>5.1</b>	<b>5.1</b>	<b>5.2</b>

# Department of the Mayor and Council

## Department Summary

### Department Overview:

The Mayor and Council legislate for the protection and promotion of the health, safety, comfort, and welfare of the residents of Rockville and for the preservation of the City's property, rights, and privileges. They conduct regularly scheduled meetings, which may include public hearings required by City law. The Mayor and Council use these meetings and hearings to receive citizen input, provide instruction to staff, introduce and adopt legislation, discuss issues of concern to the community and review and approve the annual operating budget and Capital Improvements Program.

The Mayor and Council also meet with members of the City's boards, commissions, committees, and neighborhood groups when circumstances dictate. Throughout the year, the Mayor and Council represent the City at many official functions and community activities, which range from meetings of neighborhood associations to events sponsored by businesses and organizations located in Rockville.

The Mayor and Council participate in a number of organizations and activities related to effective governance from a local, state, and national perspective. The Mayor and Council regularly attend the Maryland Municipal League (MML)'s chapter meetings and annual convention and the annual conference of the National League of Cities (NLC). The Mayor is a member of the U.S. Conference of Mayors and the Maryland Mayors Association. Individual members of the Mayor and Council or their designees also serve on the following Metropolitan Washington Council of Governments (COG) committees: Human Services, Public Safety, Transportation Planning Board and the Board of Directors. The Mayor and Council serve on the following NLC Policy Committees: Community and Economic Development, Public Safety and Crime Prevention, Human Development Policy, and Transportation Infrastructure and Services.

The Office of the City Clerk supports the Mayor and Council in carrying out their mission by providing administrative and clerical assistance, attending all official meetings of the elected body, preparing and managing the records of actions of the meetings, serving as liaison between the Mayor and Council and the citizens of Rockville, coordinating City boards and commissions, and administering a fair and impartial appointment process for City election.

The Office of the City Attorney acts as legal advisor to the Mayor and Council, boards and commissions and City staff. The office prepares legal documents for the City and is responsible for preparing for enactment of all additions and amendments to the Rockville City Code. The Office of the City Attorney represents the City before administrative agencies and federal and state courts where the City is a party to or has an interest in legal proceedings.

### Significant Changes:

*Adopted FY07 to Estimated Actual FY07*

None.

*Estimated Actual FY07 to Adopted FY08*

Rockville holds municipal elections every two years. The next municipal election will be November 6, 2007. The FY08 adopted budget for the Department of the Mayor and Council contains funding for certain aspects of the election, ranging from required legal notices, voting materials, remuneration for election judges, and translation services, as well as costs associated with the inauguration of the new Mayor and Council.

### Department History:

	Actual FY05	Actual FY06	Est. Act. FY07	Estimate FY08
Number of citizen service requests (CSRs) received and responded to*	4	2	2	2
Percent of employee performance evaluations completed before their anniversary date*	100%	100%	100%	100%
Turnover rate*	N/A	0.0%	0%	0.0%
Lost Time*	N/A	2.4%	1.8%	2.0%

\* Applies to the Office of the City Clerk and the Office of the City Attorney. The Office of the Mayor and Council is excluded.

# Department of the Mayor and Council

## Division: Office of the Mayor and Council

	Actual FY06	Adopted FY07	Est. Act. FY07	Adopted FY08
<b>Division Expenditures by Cost Center</b>				
Mayor and Council	229,242	245,878	245,878	255,847
<b>Division Total</b>	<b>\$229,242</b>	<b>\$245,878</b>	<b>\$245,878</b>	<b>\$255,847</b>

	Actual FY06	Adopted FY07	Est. Act. FY07	Adopted FY08
<b>Division Expenditures by Type</b>				
Salary and Wages	92,191	108,150	108,150	108,200
Benefits	19,059	21,681	21,681	24,300
Overtime	0	0	0	0
<b>Personnel Subtotal</b>	<b>\$111,250</b>	<b>\$129,831</b>	<b>\$129,831</b>	<b>\$132,500</b>
Contractual Services	106,648	105,050	105,050	113,568
Commodities	11,344	10,997	10,997	9,779
Capital Outlays	0	0	0	0
Other	0	0	0	0
<b>Operating Subtotal</b>	<b>\$117,992</b>	<b>\$116,047</b>	<b>\$116,047</b>	<b>\$123,347</b>
<b>Division Total</b>	<b>\$229,242</b>	<b>\$245,878</b>	<b>\$245,878</b>	<b>\$255,847</b>

	Actual FY06	Adopted FY07	Est. Act. FY07	Adopted FY08
<b>Source of Division Funds</b>				
<i>Departmental Revenue</i>	0	0	0	0
<b>Subtotal</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<i>Fund Contribution</i>				
General Fund (110)	229,242	245,878	245,878	255,847
<b>Subtotal</b>	<b>\$229,242</b>	<b>\$245,878</b>	<b>\$245,878</b>	<b>\$255,847</b>
<b>Division Total</b>	<b>\$229,242</b>	<b>\$245,878</b>	<b>\$245,878</b>	<b>\$255,847</b>

# Department of the Mayor and Council

## Division: Office of the Mayor and Council

### Division Purpose:

The Mayor and Council legislate for the protection and promotion of the health, safety, comfort, and welfare of the residents of Rockville and for the preservation of the City's property, rights, and privileges.

### Significant Changes:

*Adopted FY07 to Estimated Actual FY07*  
None.

*Estimated Actual FY07 to Adopted FY08*  
None.

### Goals and Objectives:

To guide the City's work plan in FY07 and FY08, the Mayor and Council adopted the Vision of Rockville 2020, which identified the following six vision areas and objectives (please refer to page 2-1 of this book for the complete Vision 2020):

#### A Distinctive Place 🏰

- Bring a Science Center to the City.
- Develop and pursue a strategy to take possession of Lincoln High School, the Redbrick Courthouse, and the Old Post Office.
- Identify properties eligible for historic designation and pursue a reasonable strategy to preserve properties worthy of designation.

#### A City of Neighborhoods 🏠

- Address property maintenance issues, with particular emphasis on rental houses.
- Review affordable housing programs and explore options for improved programs for Rockville.
- Establish regulations to ensure the compatibility of new construction with existing structures.
- Establish a local loop shuttle service to connect neighborhoods with Rockville Town Center and the Rockville Metro Station.

#### Communication and Engagement 🗣️

- Develop and implement a comprehensive City government communications strategy, with particular emphasis on strengthening citizen awareness and involvement, and responsiveness to citizen input.

- Review and analyze the City's system for selecting members of boards and commissions, how boards and commissions are utilized, and the quality of their involvement.

#### An Exceptional Built Environment ⭐

- Develop a framework and inventory of practices that will move Rockville toward being a sustainable, energy saving, and environmentally sensitive community.
- Complete the rewriting of the Zoning Code.
- Complete master planning for the Twinbrook Station area, Rockville Pike, and Stonestreet.

#### Balanced Growth 🔄

- Develop a strategy of incentives and requirements for the private sector to provide all infrastructure, including school capacity, needed to support new development and redevelopment.
- Complete a comprehensive analysis of infrastructure investments needed over the next decade, and develop options for funding them.

#### Fiscal Strength 💰

- Develop a tax relief strategy for the future that reduces the residential property tax burden, and restructures the ratio of residential and commercial tax revenue.
- Review enterprise funds and take actions necessary to make them self-sufficient.
- Provide a limited amount of free parking in Town Center to each Rockville household.

#### Smokey Robinson Receives Key to the City



# Department of the Mayor and Council

## Division: Office of the City Clerk

	Actual FY06	Adopted FY07	Est. Act. FY07	Adopted FY08
<b>Division Expenditures By Cost Center</b>				
Office of the City Clerk	328,395	316,554	316,554	385,205
<b>Division Total</b>	<b>\$328,395</b>	<b>\$316,554</b>	<b>\$316,554</b>	<b>\$385,205</b>

	Actual FY06	Adopted FY07	Est. Act. FY07	Adopted FY08
<b>Division Expenditures By Type</b>				
Salary and Wages	221,794	228,002	228,002	242,000
Benefits	47,428	50,147	50,147	55,300
Overtime	0	0	0	0
<b>Personnel Subtotal</b>	<b>\$269,222</b>	<b>\$278,149</b>	<b>\$278,149</b>	<b>\$297,300</b>
Contractual Services	26,891	19,955	19,955	28,955
Commodities	32,282	18,450	18,450	58,950
Capital Outlays	0	0	0	0
Other	0	0	0	0
<b>Operating Subtotal</b>	<b>\$59,173</b>	<b>\$38,405</b>	<b>\$38,405</b>	<b>\$87,905</b>
<b>Division Total</b>	<b>\$328,395</b>	<b>\$316,554</b>	<b>\$316,554</b>	<b>\$385,205</b>

	Actual FY06	Adopted FY07	Est. Act. FY07	Adopted FY08
<b>Source of Division Funds</b>				
<i>Departmental Revenue</i>	0	0	0	0
<b>Subtotal</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<i>Fund Contribution</i>				
General Fund (110)	328,395	316,554	316,554	385,205
<b>Subtotal</b>	<b>\$328,395</b>	<b>\$316,554</b>	<b>\$316,554</b>	<b>\$385,205</b>
<b>Division Total</b>	<b>\$328,395</b>	<b>\$316,554</b>	<b>\$316,554</b>	<b>\$385,205</b>

	Actual FY06	Adopted FY07	Est. Act. FY07	Adopted FY08
<b>Staffing Summary by Division (FTEs)</b>				
<i>Regular</i>				
Office of the City Clerk	3.0	3.0	3.0	3.0
<b>Regular Subtotal</b>	<b>3.0</b>	<b>3.0</b>	<b>3.0</b>	<b>3.0</b>
<i>Temporary</i>				
Office of the City Clerk	0.2	0.1	0.1	0.2
<b>Temporary Subtotal</b>	<b>0.2</b>	<b>0.1</b>	<b>0.1</b>	<b>0.2</b>
<b>Division Total</b>	<b>3.2</b>	<b>3.1</b>	<b>3.1</b>	<b>3.2</b>

# Department of the Mayor and Council

## Division: Office of the City Clerk

### Division Purpose:

The Office of the City Clerk supports the Mayor and Council in carrying out their mission by providing administrative and clerical assistance, attending all official meetings of the elected body, preparing and managing the records of actions of the meetings, serving as a liaison between the Mayor and Council and the citizens of Rockville, coordinating the appointment process for the City boards and commissions, and administering a fair and impartial process for City elections.

### Significant Changes:

*Adopted FY07 to Estimated Actual FY07*

None.

*Estimated Actual FY07 to Adopted FY08*

On November 8, 2007, the citizens of Rockville will elect a Mayor and four Councilmembers to serve in an at-large capacity for two years. Ensuring a smooth election process is a multi-departmental, collaborative effort. Most of the costs for administering the election process appear in the City's FY08 budget in the Mayor and Council's Office or the City Clerk's Office. Additional costs incurred by other departments, such as the Department of Information Technology and the City Manager's Office, are part of those departments' budgets. In addition to specific line items, departments may incur in-kind costs related to the election. For example, the City's Police Department provides traffic control and security on Election Day and the Department of Recreation and Parks manages City buildings that serve as polling places.

Although some of the costs related to the election are fairly predictable, each election cycle requires attention to changes in law or policy that may have fiscal implications. In the 2003 election, for example, because the percentage of citizens in Montgomery County who use Spanish as their primary language had reached a certain threshold, the City was required by Federal law to offer all official election materials in both English and Spanish, which significantly affected the costs that year. Also, in 2003 and again in 2005, the passage and revision of the City's official Campaign Policy by the Mayor and Council necessitated additional resources in the Department of Information Technology budget to televise candidate debates on the City's Cable Channel 11. In this election cycle, the Mayor and Council directed staff and the City's Board of Elections to explore non-electronic methods of voting that could provide a "paper trail" for the City election to be held in November 2007. However, after receiving an analysis from the City's Board of Supervisors of Elections and staff regarding the pros and cons of various methods for voting, the Mayor and Council decided that the City

should continue to use the same voting machines that had been utilized in both the 2003 and 2005 municipal elections. Projections of FY08 costs are based on the continued use of these machines.

### Objectives:

- Maintain a comprehensive calendar and log of neighborhood and civic group meetings and events requesting the Mayor and Council's participation, focusing on activities related to the Mayor and Council's goals for 2007 – 2008 🏛️
- Provide administrative support, training, and pertinent materials to more than 150 citizens serving on 20 City boards and commissions, including facilitation of the Mayor and Council's appointment process 🏛️
- Provide electronic information on agendas, minutes, and legal notices to encourage participation in City government and use the Expression of Interest form and the City's Web site to encourage citizens to serve on City boards and commissions 🏛️
- Explore new technologies to improve the updating, storing, and retrieving of City records, such as the use of scanning and, in collaboration with the City Manager's Office and the Department of Information Technology, perfect the development of an electronic agenda program 🏛️
- Work in collaboration with other City departments to complete the implementation of the new electronic agenda software application, eGenda, for processing, tracking, and approval of agenda items for Mayor and Council meetings 🏛️
- With the help of the City's Board of Supervisors of elections, strive to provide a smooth and accessible process for administering the City's 2007 municipal election by creating accurate and appropriate candidate and election materials, utilizing effective translation services and recruiting new election judges and voters, especially individuals who represent Rockville's diverse community 🏛️

# Department of the Mayor and Council

## Performance Measures:

	Actual FY06	Target FY07	Est. Act. FY07	Target FY08
Percent of absentee ballots processed within two business days of receiving a legitimate application	100%	N/A	N/A	100%
Percent of employee users rating the overall customer service provided by the Clerk's Office as "excellent" or "good" *	83%	85%	85%	85%

\* The City conducts an employee survey every other year. An employee survey was conducted in FY06 and the next survey will take place in FY08.

## Workload Measures:

	Actual FY06	Estimate FY07	Est. Act. FY07	Estimate FY08
Number of Mayor and Council candidates processed during election years	8	N/A	N/A	10
Number of documents prepared/processed:				
• Agenda meeting packets	44	40	39	45
• Boards and Commissions applications	53	50	48	50
• Zoning applications	18	20	18	20
• Public Hearing Notices	51	55	40	50
Number of meetings supported:				
• Mayor & Council meetings	44	45	39	45
• Board of Supervisors of Elections, Compensation Commission, trainings	12	10	14	10
Number of pages of minutes prepared	507	450	475	500

	Actual FY06	Estimate FY07	Est. Act. FY07	Estimate FY08
Number of records prepared for:				
• Microfiche	64	75	75	30
• Storage	64	75	75	30
Number of Board and Commission appointments processed	87	75	65	70

## Regular Positions:

Position Title	Adopted FY07	Adopted FY08
City Clerk/Treasurer	1.0	1.0
Deputy City Clerk	1.0	1.0
Assistant to the City Clerk	1.0	1.0
<b>Total</b>	<b>3.0</b>	<b>3.0</b>

# Department of the Mayor and Council

## Supplemental Information:

### FY06 Budget for the November 2005 City Election by Department

Department of the Mayor and Council / City Clerk's Office	
Postage for the Sample Ballot	8,500
Labeling and Mailing of Sample Ballot (EU Services)	3,000
Meals for Judges, Staff and Board of Supervisors of Elections (BSE) members on Election Day and refreshments for judges during training sessions	1,000
Judges' Training Materials	500
Translation Services	2,000
Election Day Supplies	650
Election Day Stipend for Election Judges, Back-up Judges, Students and BSE Members	9,000
Delivery, pick-up and use of machines by Diebold Election Systems (estimate as of 1/10/05)	7,000
Part-time staff support	4,500
Subtotal	36,150
Department of the Mayor and Council / Mayor and Council's Office	
Required legal notices	3,000
Postage for inaugural invitations	600
Inauguration reception	3,500
Subtotal	7,100
Department of the City Manager's Office	
Printing and translation of Rockville Reports sections and other materials related to the election	2,900
Subtotal	2,900
Department of Information and Technology	
Pay for temporary employees to staff debates; program supplies	6,400
Subtotal	6,400
<b>TOTAL</b>	<b>52,550</b>

City of Rockville Mayor and Council



# Department of the Mayor and Council

## Division: Office of the City Attorney

	Actual FY06	Adopted FY07	Est. Act. FY07	Adopted FY08
<b>Division Expenditures by Cost Center</b>				
Office of the City Attorney	766,107	745,936	805,936	748,491
<b>Division Total</b>	<b>\$766,107</b>	<b>\$745,936</b>	<b>\$805,936</b>	<b>\$748,491</b>

	Actual FY06	Adopted FY07	Est. Act. FY07	Adopted FY08
<b>Division Expenditures by Type</b>				
Salary and Wages	169,040	176,304	236,304	180,900
Benefits	24,518	26,441	26,441	24,400
Overtime	0	0	0	0
<b>Personnel Subtotal</b>	<b>\$193,558</b>	<b>\$202,745</b>	<b>\$262,745</b>	<b>\$205,300</b>
Contractual Services	572,318	542,590	542,590	542,590
Commodities	231	601	601	601
Capital Outlays	0	0	0	0
Other	0	0	0	0
<b>Operating Subtotal</b>	<b>\$572,549</b>	<b>\$543,191</b>	<b>\$543,191</b>	<b>\$543,191</b>
<b>Division Total</b>	<b>\$766,107</b>	<b>\$745,936</b>	<b>\$805,936</b>	<b>\$748,491</b>

	Actual FY06	Adopted FY07	Est. Act. FY07	Adopted FY08
<b>Source of Division Funds</b>				
<i>Departmental Revenue</i>	0	0	0	0
<b>Subtotal</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<i>Fund Contribution</i>				
General Fund (110)	762,729	715,936	775,936	718,491
Sewer Fund (220)	0	5,000	5,000	5,000
Refuse Fund (230)	0	10,000	10,000	10,000
Stormwater (330)	3,378	15,000	15,000	15,000
<b>Subtotal</b>	<b>\$766,107</b>	<b>\$745,936</b>	<b>\$805,936</b>	<b>\$748,491</b>
<b>Division Total</b>	<b>\$766,107</b>	<b>\$745,936</b>	<b>\$805,936</b>	<b>\$748,491</b>

	Actual FY06	Adopted FY07	Est. Act. FY07	Adopted FY08
<b>Staffing Summary by Cost Center (FTEs)</b>				
<i>Regular</i>				
Office of the City Attorney	1.5	1.5	1.5	1.5
<b>Regular Subtotal</b>	<b>1.5</b>	<b>1.5</b>	<b>1.5</b>	<b>1.5</b>
<i>Temporary</i>				
Office of the City Attorney	0.5	0.5	0.5	0.5
<b>Temporary Subtotal</b>	<b>0.5</b>	<b>0.5</b>	<b>0.5</b>	<b>0.5</b>
<b>Division Total</b>	<b>2.0</b>	<b>2.0</b>	<b>2.0</b>	<b>2.0</b>

# Department of the Mayor and Council

## Division: Office of the City Attorney

### Division Purpose:

The Office of the City Attorney acts as legal advisor to the Mayor and Council, boards and commissions and City staff. The office prepares legal documents for the City and is responsible for preparing for enactment all additions and amendments to the Rockville City Code. The Office of the City Attorney represents the City before administrative agencies and federal and state courts where the City is a party to or has an interest in legal proceedings.

### Significant Changes:

*Adopted FY07 to Estimated Actual FY07*

None.

*Estimated Actual FY07 to Adopted FY08*

None.

### Objectives:

- Implement the Town Center development agreement and provide support in securing funding, site development, financial participation commitments among the County, State and federal governments, and implementing a parking district strategy. Prepare easements, Town Center Commercial Management District documents, and condominium documents (C)
- Support staff with the implementation of the Master Plan recommendations including preparation of appropriate legislation (C) ★
- Assist staff with the development and implementation of neighborhood master plans (C) (C)
- Provide legal support to staff in conjunction with the development in King Farm, Fallsgrrove, Tower Oaks, Town Center, Moore Drive (redevelopment), Twinbrook Commons, Upper Rock, and Chestnut Lodge (C) (C)
- Assist staff to review and prepare development related agreements and easements, such as stormwater management easements, storm drain and storm sewer easements, transportation demand management agreements, forest conservation and maintenance agreements, public access easements, etc. (C) ★

- Provide advice and document preparation for general obligation bonds and pension issues/amendments
- Prosecute municipal infraction citations
- Represent the City's interests in legal proceedings before federal and state courts and administrative agencies
- Defend challenges to decisions/actions of the Mayor and Council, Boards and Commissions, and staff
- Regularly attend meetings of Mayor and Council and Planning Commission ★
- Prepare legislation and development approval documents as directed by the Mayor and Council
- Work with staff to amend Chapter 19 (Sediment Control) to add new provisions regarding water quality ★
- Provide legal support to Boards and Commissions
- Assist staff in responding to Freedom of Information Act requests (C)
- Represent the City in employment grievances and Equal Employment Opportunity complaints
- Assist staff in complying with the Health Insurance Portability and Accountability Act (HIPPA) and other Federal laws and regulations.
- Advise staff on advertising, notification and procedural requirements (C)

### Regular Positions:

Position Title	Adopted FY07	Adopted FY08
Assistant City Attorney – Part Time (Appointed)	0.5	0.5
Assistant to the City Attorney	1.0	1.0
<b>Total</b>	<b>1.5</b>	<b>1.5</b>

# Department of the Mayor and Council

**Supplemental Information:**

In order to meet the ever-increasing diverse and complex legal needs of the City, the City engages Venable, LLP to serve as counsel to the City. Venable's extensive resources permit the City to call upon their expertise to provide advice and representation in such varied areas as labor relations, employment law, bond financing, commercial real estate transactions, business transactions, environmental law, bankruptcy and creditors rights, employee benefits related to the City's pension plan and health insurance, commercial leasing, construction, copyright and land use.